

**MINUTES OF THE REFUSE COLLECTION AND RECYCLING COMMITTEE  
MEETING OF THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD  
MONDAY, FEBRUARY 22, 2016 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Reis called the Refuse Collection and Recycling Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:00 P.M.

Upon Roll Call, the following members were:

Present: Chairman Reis and Aldermen Ebersohl, Agne and Niemietz.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch, Holtkamp and Martens.

Administrative Staff Present: City Administrator James Morani, City Attorney J.D. Brandmeyer, City Engineer Chris Smith, Director of Community and Economic Development Paul Ellis, Building Inspector Justin Osterhage, Accounting Manager Linda Sharp and Deputy Clerk Donna Mehaffey.

Guests Present: Ms. Dawn Brucker with All-Type Tree Service and Mr. Artie Toms with ATRC, LLC.

Chairman Reis stated the meeting was called to discuss: 1) Leaf and Limb Collection Bids

**II. LEAF AND LIMB COLLECTION BIDS**

City Engineer Chris Smith explained to the committee the leaf and limb bids received. There were four (4) bids received and All-Type Tree Service was the low bidder. Mr. Smith said all the bids were close. Since there were no questions, Chairman Reis entertained a motion to accept the low bid.

**MOTION:**

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to recommend to the City Council the awarding of the 2016-2018 limb collection bid of \$43,800.00 for three (3) years to All-Type Tree Service. Chairman Reis and Aldermen Ebersohl, Agne and Niemietz voted yea. A poll of the other Aldermen - Roessler, Huch, Holtkamp and Martens voted yea.

**MOTION CARRIED.**

Mr. Smith said there were five (5) leaf bids received and all were close. The staff recommends going with the low bidder of ATRC, LLC. There were no questions and Chairman Reis entertained a motion to accept the low bid.

**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Agne to recommend to the City Council the awarding of the 2016-2018 leaf collection bid to ATRC, LLC in the amount of \$210,000.00 for three (3) years. Chairman Reis and Aldermen Ebersohl, Agne and Niemietz voted yea. A poll of the other Aldermen - Roessler, Huch, Holtkamp and Martens voted yea.

**MOTION CARRIED.**

**III. ADJOURNMENT**

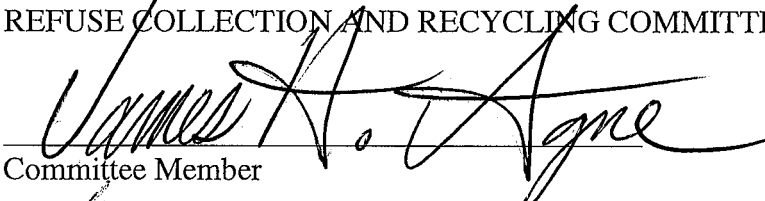
**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to adjourn the Refuse Collection and Recycling committee meeting of the City Council of the City of Columbia held Monday, February 22, 2016 at 7:04 P.M. Upon voice vote, Chairman Reis and Aldermen Ebersohl, Agne and Niemietz voted yea. **MOTION CARRIED.**



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STEVEN D. REIS, Chairman  
REFUSE COLLECTION AND RECYCLING COMMITTEE




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Committee Member



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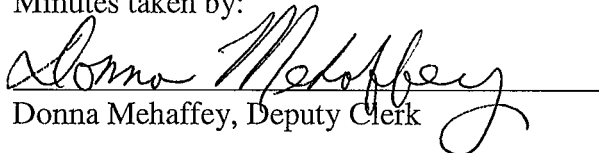
Committee Member



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Committee Member

Minutes taken by:



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Donna Mehaffey, Deputy Clerk

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF THE  
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
FEBRUARY 22, 2016 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Ebersohl called the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois to order at 7:10 P.M.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Committee Members - Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens. Mayor Hutchinson was also present.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney J.D. Brandmeyer, Director of Community and Economic Development Paul Ellis, City Engineer Chris Smith, Building Inspector Justin Osterhage, Accounting Manager Linda Sharp, and Deputy Clerk Donna Mehaffey.

Guests Present: Mr. Kurt Stumpf, President of Columbia National Bank, Mr. Herbert Frentzel representing No-Jacks Restaurant and Ms. Deborah Killy representing Columbia Kinder College for infant daycare .

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of minutes from the February 8, 2016 Committee of the Whole committee meeting; (2) Economic Development Partnership with Village of Dupo; (3) Senior Service Programs; (4) Valmeyer Road Culvert; (5) Architectural Variance Request for No-Jacks Restaurant at 220 Admiral Trost Road; (6) Special Use Permit Request for Columbia Kinder College for Infant Daycare at 1550 North Main Street; (7) Proposed Amendment to the Sign Code (Electronic Message Boards); (8) Reorganization of Department of Community & Economic Development and Department of Building & Zoning; (9) Other items to be considered; (10) Citizen Comments; and (11) Executive Session – 5 ILCS 120/2(c).

II. **APPROVAL OF MINUTES FROM THE FEBRUARY 8, 2016 COMMITTEE OF THE WHOLE COMMITTEE MEETING**

The minutes of the February 8, 2016 Committee of the Whole committee meeting were submitted for approval.

**MOTION:**

It was moved by Alderman Holtkamp and seconded by Alderman Martens, to approve the minutes of the February 8, 2016 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

III. **ECONOMIC DEVELOPMENT PARTNERSHIP WITH VILLAGE OF DUPO**

Director of Community and Economic Development Paul Ellis addressed the committee regarding the proposed resolution - Economic Development Partnership with the Village of Dupo. Mr. Ellis reported there has been a couple of meetings with the Village of Dupo and that this is a soft start to a partnership. Mayor Hutchinson added that the proposed resolution is not binding and it just shows a good faith effort for all involved. Everyone present had the opportunity to ask questions and offer comments.

**MOTION:**

It was moved by Alderman Holtkamp and seconded by Alderman Niemietz, to recommend to the City Council the approval of a Resolution supporting Joint Cooperation and Development Assistance with the Village of Dupo. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

IV. **SENIOR SERVICE PROGRAMS**

Mr. Ellis referenced a draft letter from Mayor Hutchinson that was distributed to the committee addressed to Ms. Joy Paeth, CEO of AgeSmart Community Resources for Title III Grant Funding for Monroe County for the City to support the collaboration of Human Support Services, House of Neighborly Service-Monroe County, IL and the Monroe County YMCA to operate Monroe County Programs: 1) Congregate Meals; 2) Home Delivered Meals; 3) Information and Assistance Options Counseling; and 4) Transportation. Mayor Hutchinson reported to the committee that whichever entity gets the funding, the City of Columbia will provide the location and reasonable use of utilities for the programs. Mayor Hutchinson also stated that it is basically the same way the City has been operating the

program and that only one (1) entity will be able to use the City's location. There were no questions and it was the consensus of the committee to move forward with the letter.

**V. VALMEYER ROAD CULVERT**

City Engineer Chris Smith reported to the committee that the plans for the Valmeyer Road culvert are completed and a drainage easement is needed from Columbia National Bank (CNB), but CNB does not want to grant the easement. Mr. Smith said the culvert could be moved off of CNB property, but he needs direction from the committee. Since CNB Bank President Kurt Stumpf was in attendance, Alderman Niemietz asked Mr. Stumpf what was the reasoning behind the decision for his bank not wanting to grant the culvert easement. Mr. Stumpf said there were past and future concerns regarding flooding in the area. They have been in that location for 40 years and never had water in the bank. The lower level elevation of the bank is located a few feet above the Wilson Creek tributary. The bank has had a dry lower level and they do not want the lower level to flood; the lower level is only 12 to 18 inches above the old Video Exchange property; the old Video Exchange property will be raised 18 inches and that concerns the bank; the new property owners of the old Video Exchange did not speak to the bank, and the bank was not consulted during plan development. They were only notified once an easement was needed. Mr. Stumpf also said there are concerns of back water and there was the flooding problem along Valmeyer Road just recently in December.

Mayor Hutchinson explained all of his conversations he has had with the City's hydrologist, Hoelscher Engineering, regarding the flooding in the area and how it would be alleviated. It was noted CNB did not hire their own hydrologist for an opinion.

There was a discussion about who would pay for the re-location of the culvert; the City of Columbia or the developer. It was the consensus of the committee for the City Attorney to review the agreement. The committee will then make a decision based upon the City Attorney's review.

**VI. ARCHITECTURAL VARIANCE REQUEST FOR NO-JACKS RESTAURANT AT 220 ADMIRAL TROST ROAD**

Building Inspector Justin Osterhage addressed the committee on the proposed No-Jacks Restaurant at 220 Admiral Trost Road. Mr. Osterhage reported that the members of the Architectural Review Board voted 4 to 0 to accept the request to use EIFS on the new restaurant. Mr. Herbert Frentzel, owner of the proposed restaurant, was available to answer

questions from the committee. The committee was in agreement that the building looks nice and attractive and they were pleased that the medical building would be completely brick. Alderman Agne questioned the dumpster enclosure and Mr. Frentzel assured the committee that it will look high-quality. Mr. Osterhage noted that the parking for the restaurant will be shared next door with the medical building.

There were no further questions and the Architectural Variance Request for the proposed No-Jacks Restaurant will be ready for consideration at the next City Council meeting on March 7.

**VII. SPECIAL USE PERMIT REQUEST FOR COLUMBIA KINDER COLLEGE FOR INFANT DAYCARE AT 1550 NORTH MAIN STREET**

Mr. Osterhage explained the upcoming Zoning Board of Appeals hearing on February 24 for the proposed Columbia Kinder College daycare for infants at 1550 N. Main Street. Mr. Osterhage said that it went to the February 8 Plan Commission meeting and they recommended approval for the special use permit. There was a discussion regarding the amount of square feet allowed per infant. Mr. Osterhage explained that if the Zoning Board of Appeals approves the special use permit on February 24, then it will go to the first City Council meeting in March for consideration.

**VIII. PROPOSED AMENDMENT TO THE SIGN CODE (ELECTRONIC MESSAGE BOARDS)**

Mr. Osterhage addressed the committee on the amendment to the Sign Code - Electronic Message Boards. He reviewed the proposed new item - J. Electronic Message Board and items a through n. Mr. Osterhage said that the proposed amendment was drafted by him with considerable input from the Street Graphics Advisory Committee. Mr. Osterhage noted that he could not get in touch with the State Bank of Waterloo today so they could attend the meeting to review the changes. Mr. Osterhage will bring the proposed amendment back to the next committee meeting for further discussion.

Item d was questioned - "No more than one such sign per lot". Alderman Holtkamp asked if that is for one (1) lot or for one (1) building. Mayor Hutchinson suggested that it could read: "No more than one such sign per building and/or lot, whichever is less". Mr. Osterhage will more clearly clarify this item. Mr. Osterhage added he will be purchasing a light measuring instrument this week which will be beneficial to complete item i regarding foot-candle measurements. Mr. Osterhage said he will adjust the wording on item i as well. On item l, "Such sign shall not be displayed between the hours of 11:00 P.M. to 5:00 A.M." (time limit) was questioned by Mayor Hutchinson. Mr. Osterhage explained that the time limit came

from the Street Graphics Advisory Committee. Mr. Osterhage explained in detail items j and k regarding residential districts and intersections.

Alderman Agne reported his concerns to the committee. He indicated he is strictly against electronic message boards; does not want bidding wars on signs; the City will lose the aesthetics by allowing electronic message boards, believes they are a distraction and Alderman Agne said he would be voting against the electronic message boards. He also added that there is only one chance to preserve the current sign code and this is it.

Aldermen Holtkamp and Reis would like to see samples of electronic message boards and see what other communities have.

After review by the committee, items a - c; e - h; j, k and n are okay. Mr. Osterhage will look into the change on item d; will get the measurement on item i; and item l will be changed as all other signs in Columbia are on from 11:00 P.M. to 5:00 A.M., but Mr. Osterhage will check into lowering the lumens during the overnight hours for this item.

City Administrator James Morani said that if the amendment to the new sign code - electronic message boards is approved, the current electronic message boards in Columbia will need to be reviewed to see if they will have to be changed or be grandfathered in. The City Attorney will be reviewing this situation.

Alderman Huch expressed his frustrating concerns with the proposed signage that if there is so much trouble to change and approve the new electronic message boards sign code, then the City may as well stay with the current sign code. Mr. Osterhage said that the proposed sign code is stricter than the City of O'Fallon, Illinois and does not believe the City of Waterloo has any restrictions on signs.

Mr. Osterhage will contact other area municipalities to see what they have and will gather the information for the next Committee of the Whole meeting.

**IX. REORGANIZATION OF DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT AND DEPARTMENT OF BUILDING & ZONING**

City Administrator James Morani addressed the committee on the reorganization of the Department of Community & Economic Development and the Department of Building & Zoning. Mr. Morani gave a brief history of the departments. Mr. Morani reviewed the Proposed Organizational Restructuring which included an introduction, highlights of both departments, restructuring goals, current organizational structure and proposed organizational

structure. The Community Development Department will consist of the Building and Zoning Division and Economic Development Division. The position of Director of Community Development is created and will also serve as the Director of Economic Development and Zoning Administrator plus will oversee both the Building and Zoning and Economic Development Divisions. The Building Official will replace the Building Inspector. Community Relations and Tourism Coordinator (duties to remain the same) will report to the Director of Community Development. In the Public Works Department, the City Engineer will oversee the property maintenance functions for city properties, serve as Grant Administrator, and the City Engineer and Public Works Department employees will provide support to the Community Development Department during plan review and installation of public improvements as well as other special projects. Also, with the consolidation, the Building Official will staff the Plan Commission meetings most of the time and the Director of Community Development will be regularly available to staff the Committee of the Whole meetings. There was also a two-page handout from Mr. Morani which showed the ad and the job description for the new position of Director of Community Development. Mr. Morani added that the proposed reorganization will allow both departments to work more cohesively. Mayor Hutchinson concurred with Mr. Morani and it was the consensus of the committee that Mr. Morani move forward in the direction of reorganizing the Department of Community & Economic Development and the Department of Building & Zoning.

**X. OTHER ITEMS TO BE CONSIDERED**

There were no other items to be considered.

**XI. CITIZEN COMMENTS**

There were no citizen comments.

**XII. EXECUTIVE SESSION – 5 ILCS 120/2(C)**

There was no call for Executive Session.

**XIII. ADJOURNMENT**


**MOTION:**


It was moved by Alderman Reis and seconded by Alderman Agne to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, February 22, 2016 at 8:50 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea.

**MOTION CARRIED.**



Minutes taken by:

  
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GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

  
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Donna Mehaffey, Deputy Clerk